

VACANCY NOTICE

2005-148

CS-376
REV(11/01)

FOR OPPORTUNITIES IN RHODE ISLAND STATE GOVERNMENT

Description of Position	TITLE OF POSITION: Chief Information Security Officer	CLASSIFICATION CODE: tba
	SALARY RANGE: 138, \$64988-73708	REFERENCE POSITION NO.: tba
	Department or Agency Name Administration	APPLICATION PERIOD: 12/20/05-12/26/05
	Division/Section/Unit Information Technology	
	Assignment(s) / Comments Pending Public Hearing/Budget Approval	
	Shift and Days: 1st (Monday - Friday)	Job Location: One Capitol Hill, Providence, RI 02908
	Restrictions/Limitations:	
	Position Covered By Collective Bargaining Union Agreement Yes _____ No <u> x </u>	
	Name of Bargaining Unit Union: _____	
	There is <u> </u> is not <u> x </u> a Civil Service List for this position See A/B or Both for Specific Instructions	
* NOTE: If there is a list, only laterals (employees with the same title) or individuals certified by OPA may be appointed to this position.		
General Information to Candidate	INSTRUCTIONS:	
	A. STATE EMPLOYEE LATERAL BIDDER: Bids are now being accepted for the position(s) indicated. If you are currently in this classification and wish to bid, please complete fully the CS-14 Application Form; and RIEEO 378 Affirmative Action Card. Remember to include, either <u>on the application</u> or <u>within a cover letter</u> , both the File Position Title and Number.	
	Most Important - Please include the following information:	
	• The title of the position for which you are applying	• Name of department where you are currently employed
	• Title of your present position and date you entered it	• Your business telephone number
	• Date you entered State service	• Present Union Affiliations
	*** In certain agencies, bargaining union applicants will receive preferential consideration according to contract.	
	B. NON INCUMBENT/NON STATE EMPLOYEE APPLICANT:	
	If indicated above that no civil service list exists for this position, you need not be in the class of position, or be in State service to apply. All information requested on the application form must be furnished. The information you give will be used by the agency Personnel Office to determine your qualifications. If an item does not apply to you, or if there is no information to be given, write in the letters "N.A." for Not Applicable. If you fail to answer all the questions on the application form, you may delay consideration of your application.	
	C. AMERICANS WITH DISABILITIES ACT (ADA) PROVISIONS	
• Reasonable Accommodations:		
If an applicant is unable to perform any essential job functions because of his/her disability but can achieve the required results by means of a REASONABLE ACCOMMODATION, then the individual shall not be considered unqualified for therefore the position.		
• Medical Information:		
Any medical exams required for this position will be performed after a conditional offer of employment has been made in accordance with the Rules/Regulations of the Americans with Disabilities Act (ADA).		
Statement of Duties	DUTIES / RESPONSIBILITIES:	
	Under administrative direction, performs highly responsible and complex administrative work directing the information technology (IT) service functions of the state including all physical locations and digital systems such as voice, data, wireless networks and other similar applications, as well as, all technical security staff engaged in performing such activities; to be responsible for establishing, developing, implementing, and improving information security systems and functions across the enterprise and within the value state agencies for the purpose of promoting more effective and efficient security administration; to direct the development of security systems and procedures, and assure the maximum usage of information security systems, personnel, and equipment; to audit and control security policies and procedures to insure cost-effective use of enterprise information security resources to enable state agencies to carry out their appointed functions; and to do related work as required.	
	EDUCATION / EXPERIENCE / SPECIAL REQUIREMENTS:	
	(A class specification describing the duties of the position and the minimum qualifications will be furnished upon request.)	
	Education: Such as may have been gained through: graduation from a college of recognized standing with Bachelor's Degree in Computer Information Systems, Computer Science; or a closely related information technology field; professional designation of Certified Protection Professional (CPP), Certified Information Systems Auditor (CISA) or Certification for the Information Systems Security Professional (CISSP) is preferred; and Experience: Such as may been gained through: a minimum of seven years employment in a highly responsible management position with responsibility for directing an information technology security operation with a large federal agency, state department or in a large private organization including planning, coordinating, supervising and reviewing the work of professional and technical IT security staff. <u>Or</u> , any combination of education and experience that shall be substantially equivalent to the above education and experience.	
	Where to Apply	
	Apply within the application period as shown on this announcement. NOTE: Some State union contracts allow a 3 day grace period for receipt of CS-14 application or bid. This Office does not assume responsibility for applications sent through the mail. SEND RESUME or CS-14 Application to:	
	Tracy Emerton Williams Chief Information Officer Division of Information Technology Department of Administration One Capitol Hill Providence, Rhode Island 02908	Telephone #: (401) 222-4444 Fax #: (401) 222-4260 TTY/TDD #: 7 1 1 (Telecommunication Device for the Deaf)



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